



VAC TRAK



Free-Text Lot Number Entry

VacTrAK now allows the free-text entry of lot numbers into patient vaccination records. This facilitates quicker entry of private vaccines into VacTrAK without requiring private inventory to be maintained.

NOTE: THE FOLLOWING DOES NOT CONSTITUTE ACCEPTABLE ENTRY OF PUBLIC ADMINISTERED VACCINES INTO VACTRAK. DOSES WILL NOT DECREMENT FROM YOUR INVENTORY.

Step 1: Search for and Select the Patient Record

Patient Search Click here to use the advanced search

First Name or Initial: WVC ID:

Last Name or Initial: SIS Patient ID / Bar Code:

Birth Date: Chart Number:

Family and Address Information:

Guardian First Name: Mother's Maiden Name:

Street:

City: State:

Zip Code: Phone Number:

Country:

Note: When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and _ to replace a single character.

Check here if adding a new patient. Clear Search

Patient Search Results

Records Found = 4 Search Criteria: Last Name (Exact)

Show entries Search:

First Name	Middle Name	Last Name	Birth Date	City	Grd First Name	Grd Last Name
PEDIATRIC		PATIENT	04/24/2005	ANCHORAGE	MAMA	TIGER
PIGLET		PATIENT	01/01/2015	ANCHORAGE		
TEST	T	PATIENT	04/15/1977	HORSHAM		
TEST		PATIENT	05/15/1984	WRANGELL		

Showing 1 to 4 of 4 entries

First, using the Patient Search/Add Page, search for and select a patient record by clicking on the name of the desired patient in the Patient Search Results:

Step 2: Go to Vaccination View/Add Page

Click on the View/Add section under the Vaccinations Tab on the left-hand sidebar. See Vaccinations Quick Resource Guide for more details.

Step 3: Add Administered Vaccine

Add the Date of Vaccination to the View/Add page in the row for the Vaccine you want to document Administration and click on the Add Administered Button.

Vaccination Detail Add

Vaccine 1: DTaP-Hep B-IPV (Pediarix®)

Date Administered:

Historical: YES NO

Manufacturer: [Click to select](#)

Lot Number:

Lot Facility:

Funding Source:

Provider Noted on Record:

Lot Noted on Record:

Manufacturer Noted on Record:

Facility:

Vaccinator:

Anatomical Site:

Anatomical Route:

Dose Size:

Volume (CC):

VFC Status: Patient is not VFC Eligible

Region: 4 - Anchorage - Mat-Su

VIS Publications Dates: 1. 2. 3. 4.

Date VIS Form Given:

Ordering Provider:

Comments:

Cancel Save

Step 4: Vaccination Detail Add Page

Select the appropriate Patient VFC Eligibility and click on continue. Finally, add the Lot Number and Manufacturer, as well as any other pertinent information to the Vaccination Detail Add Page, and click on the Save button to save the record in the Patient Profile.

Vaccination Detail Add

Vaccine 1: DTaP-Hep B-IPV (Pediarix®)

Date Administered:

Historical: YES NO

Manufacturer: [Click to select](#)

Lot Number:

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VFC Status: Patient is not VFC Eligible

Region: 4 - Anchorage - Mat-Su

VIS Publications Dates: 1. 2. 3. 4.

Date VIS Form Given:

Ordering Provider:

Comments:

Cancel Save

If you have any questions or concerns, please contact VacTrAK Support.

VacTrAK Support Anchorage: 907-269-0312 | Toll Free: 866-702-8725 | Email: vactrak@alaska.gov
Website: <https://health.alaska.gov/dph/Epi/iz/Pages/vactrak/default.aspx>